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ABSTRACT

The Alaska State Manpower Planning Council provides brief summaries of human resource development programs, describing eligibility requirements, Alaska contact sources, authorizing legislation, and administering agencies. The information is primarily directed to officials and individuals involved in human development. Most of the programs receive both Federal and State financing, with the Federal sector the larger contributor. The Alaska agencies responsible for implementing the respective programs (e.g., Job Corps, Model Cities, Neighborhood Youth Corps, and Rural Alaska Community Action Program) are listed. (FF)

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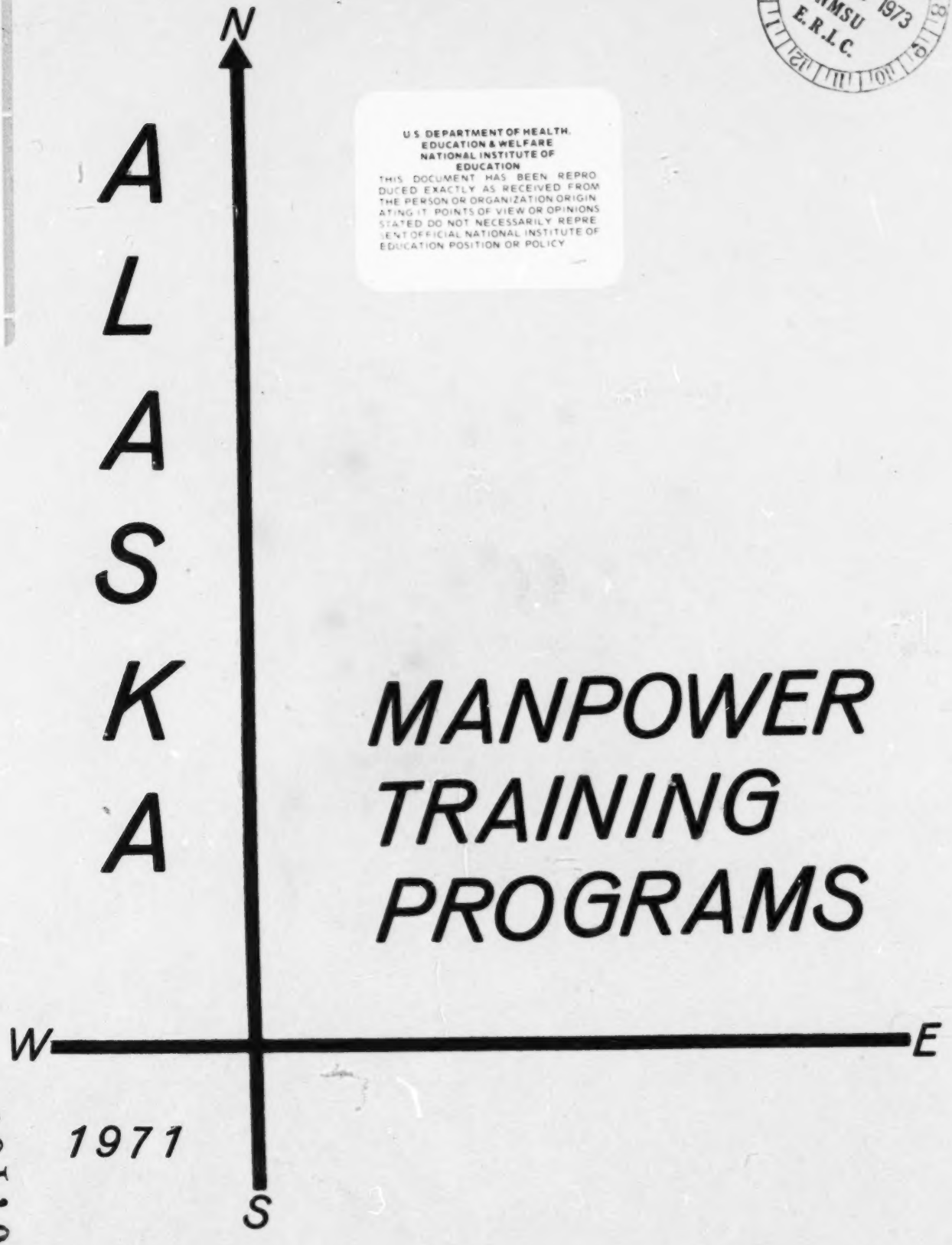

MANPOWER TRAINING PROGRAMS

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FOREWORD

The Alaska State Manpower Planning Council (formerly CAMPS) has assembled this information in an attempt to provide brief summaries of some existing human resource development programs, describing eligibility requirements, Alaska contact sources, authorizing legislation, and administering agencies. It is primarily directed to officials and persons who are involved in human resource development.

While the programs vary in objectives, eligibility, and target groups, they all possess a common ingredient--helping people to help themselves through training and/or work opportunities.

Most of the programs receive both Federal and State financing with the Federal sector usually making the larger contribution. The Alaska agencies responsible for implementing the respective programs are named. The size of each program varies according to the annual grants which may be provided to Alaska at any particular time (for most, on a Fiscal Year basis). Consequently, the information contained in this publication is subject to change.

The SMPC is aware that this brochure does not necessarily include all human resource development programs. We anticipate that material on other appropriate programs will be added as information becomes available. The SMPC welcomes suggestions and contributions from other agencies who should be included in this brochure, since it is planned to update the brochure when feasible and appropriate.

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PROGRAM

STATE MANPOWER PLANNING COUNCIL (CAMPS)

NATURE AND PURPOSE OF PROGRAM

The State Manpower Planning Council is a cooperative endeavor of Federal, State, municipal, and private agencies, involved in administration and/or support of manpower programs, in providing the best possible services in planning training, employment, and supportive services with maximum benefit and minimum duplications of effort. The total organization nationwide will continue to be referred to as CAMPS (Cooperative Area Manpower Planning System). This system provides for the development and implementation of area and State plans for available program, personnel, and funding resources, associated with the Economic Opportunity Act and the Manpower Development and Training Act.

The State Manpower Planning Council will be the creation of and under the auspices of the Governor of Alaska. The Council has been set the task of guiding the development and formation of an improved system of information exchange and program linkage through the establishment of local and area manpower planning councils. These local councils will be charged with the responsibility of identifying needs and priorities in their areas; this data will be assembled into area and State manpower plans which will set forth recommendations for appropriate program funding. The Regional and National Manpower Coordinating Committees will function largely as coordinating agents, review and approval boards, and as distribution points for communication within their geographic areas of responsibility.

The implementation of this responsibility will entail the assistance of consultants, community leaders, employers, trade union representatives, and others when their expertise is required in planning for a particular sector of the population.

ELIGIBILITY REQUIREMENTS

All agencies receiving Federal manpower funds are required to participate. Other agencies concerned with manpower training or supportive services are encouraged to participate.

ADMINISTERING AGENCY

This system will be administered by the Governor of Alaska through the State and Ancillary Manpower Planning Councils.

IMPLEMENTING AGENCY

All participating agencies, through State and Ancillary Manpower Planning Councils.

LINKING AGENCIES

As outlined in Interagency Cooperative Issuances.

AUTHORIZING LEGISLATION

EXECUTIVE ORDER 11422, August 15, 1968.

FOR INFORMATION CONTACT

Director, Manpower Planning
Third Floor, State Capitol
Pouch A
Juneau, Alaska 99801

PROGRAM	ADULT BASIC EDUCATION
NATURE AND PURPOSE OF PROGRAM	The purpose of the Adult Basic Education program is to provide basic education to adults with less than an eighth grade education, with particular emphasis on those who have less than a fifth grade education. The program is designed to develop communication and computational skills, and attitudinal development necessary for success in problem solving and employability.
ELIGIBILITY REQUIREMENTS	Must be adults functioning below eighth grade level.
ADMINISTERING AGENCY	Alaska Department of Education, Division of Vocational and Adult Education.
IMPLEMENTING AGENCIES	Local educational agencies or non-profit organizations.
LINKING AGENCIES	Community Action Programs; Alaska State Employment Service; Alaska Department of Education, Division of Vocational Education, Office of Vocational Rehabilitation, Division of Instructional Services; Alaska Department of Health & Welfare; VISTA; BIA; State-Operated Schools; University of Alaska.
FOR INFORMATION CONTACT	Alaska Department of Education Pouch F Juneau, Alaska 99801

PROGRAM	ALASKA SKILL CENTER
NATURE AND PURPOSE OF PROGRAM	The Alaska Skill Center, located in Seward, is a cooperative effort of State and Federal agencies in providing in-residence job training. Participating agencies allocate funds for personnel, equipment, housing, food, and administration of the program. From the basic orientation phase, the enrollee enters training in one of the following categories: Building maintenance, mechanical and related, office skills, and food services. Basic education is provided as necessary. Training and orientation are designed to fit individual needs and a trainee may begin and complete training on a schedule suited to his capabilities.
ELIGIBILITY REQUIREMENTS	Applicants must be at least 16 years of age (18 years of age for BIA sponsored trainees) and be trainable as determined by Skill Center Evaluation Committee. Preference is given to the disadvantaged.
ADMINISTERING AGENCY	Alaska Department of Education, Division of Vocational and Adult Education.
LINKING AGENCIES	United States Department of the Interior, Bureau of Indian Affairs; Alaska Department of Education, Vocational Education Division, and Office of Vocational Rehabilitation; Alaska Department of Labor, Employment Security Division and Manpower Training Division.
SOURCE OF FUNDS	Bureau of Indian Affairs; U. S. Department of Labor; U. S. Department of Health, Education and Welfare; and the State of Alaska
FOR INFORMATION CONTACT	Alaska Skill Center P. O. Box 615 Seward, Alaska 99664 or any local Manpower Center of the Alaska State Employment Service; Alaska Department of Education, Vocational Education Division, Office of Vocational Rehabilitation, Juneau; Bureau of Indian Affairs, Juneau.

PROGRAM

ALASKA STATE EMPLOYMENT SERVICE
of the
Employment Security Division

NATURE AND PURPOSE OF PROGRAM

Seven of the sixteen Manpower Center offices of the Alaska State Employment Service are located in rural communities and nine are located in larger cities and towns of the State.

These offices place emphasis on the maximum utilization of the local labor force. Staff resources are directed toward those manpower services which meet individual community needs. Employers have access through the Manpower Centers to the largest local labor pool of available workers. Recruitment of workers from one Alaska area to another is also facilitated by the State Manpower Center offices.

Veterans of the Armed Forces are, by law, given preference in referrals to jobs and training. Emphasis is also given to specialized functions, including counseling and other pre-employment services to disadvantaged applicants. Stress is placed on promoting equal opportunity for minority group applicants. Local Manpower Centers also have designated local office Veteran Employment Representatives as well as Minority Group Representatives.

Intensive efforts are being made by the State Employment Service to bring job and training opportunities and information to the Indian and Eskimo residents of remote rural areas through its one-man Manpower Center offices located at Barrow, Kotzebue, Glennallen, Bethel, and Dillingham.

In addition, the unique Smaller Communities Program of the State Employment Service brings what is tantamount to a mobile manpower center into selected rural communities. Team members conduct a comprehensive skill survey which is later computerized and produced as a printout applicant listing available for prompt identification of rural applicants seeking job and training opportunities.

Manpower Centers also act as the principal delivery system for trainees at the Alaska Skill Center. This adult employability development institution at Seward, Alaska, is financed jointly by the Labor Department, Bureau of Indian Affairs, Department of Education, and Office of Vocational Rehabilitation. Manpower Centers also recruit disadvantaged youth eligible for Job Corps and Neighborhood Youth Corps. They are also the primary recruitment source for on-the-job training programs of the Department of Labor, the WIN program, and various other human resource development programs.

ELIGIBILITY REQUIREMENTS

All segments of the public are eligible for service, including employers who have, or anticipate, unfilled jobs, and applicants who desire employment assistance.

ADMINISTERING AGENCY

Alaska Department of Labor, Employment Security Division, State Employment Service, Box 3-7000, Juneau, Alaska 99801, affiliated with the Manpower Administration, U. S. Department of Labor, Washington, D. C. 20210.

AUTHORIZING LEGISLATION

Wagner-Peyser Act of 1933; Alaska Employment Security Act (SLA 1962), (SLA 1971).

FOR INFORMATION CONTACT

Addresses of Manpower Centers of the Alaska State Employment Service are as follows:

Box 1546
Kodiak, Alaska 99615

Box 2240
Anchorage, Alaska 99501

123 Seward Street
Juneau, Alaska 99801

Box 161
Nome, Alaska 99762

Box 687
Petersburg, Alaska 99833

Box 187
Bethel, Alaska 99559

Box 525
Barrow, Alaska 99723

Box 140
Dillingham, Alaska 99576

Box 1010
Fairbanks, Alaska 99701

Box 159
Ketchikan, Alaska 99901

Drawer 1091
Kenai, Alaska 99611

Box 1189
Sitka, Alaska 99835

Box 295
Kotzebue, Alaska 99752

Box 145
Glennallen, Alaska 99588

Box 875
Seward, Alaska 99664

Box M
Palmer, Alaska 99645

PROGRAM

BUREAU OF APPRENTICESHIP AND TRAINING

NATURE AND PURPOSE OF PROGRAM

This program stimulates and assists industry in the development, expansion, and improvement of apprenticeship and training programs designed to provide the skills required by the economy in those occupations commonly known as the skilled crafts and trades. The Bureau of Apprenticeship and Training (BAT), carries out the objectives of the National Apprenticeship Act in conformance with policies determined by the Federal Committee on Apprenticeship. Its functions are to aid management and labor in recognizing the need for apprenticeship.

Through Federal field representatives in each State, the BAT works closely with employers, labor, vocational schools, and others concerned with apprenticeship programs throughout industry.

ELIGIBILITY REQUIREMENTS

For formal apprentice programs in the crafts, apprentices are usually between 18 and 24 years of age. Most program sponsors prefer high school graduation or its equivalent with a background in mathematics and science. Apprentices take related instruction in the theoretical aspects of a trade, usually in local vocational or night schools or through correspondence courses.

Under formal apprentice programs, the apprentices receive a progressively increasing wage as they advance, starting at about 50 percent of the customary journeyman rate.

ADMINISTERING AGENCIES

Bureau of Apprenticeship and Training, U. S. Department of Labor, Washington, D. C. 20210; Regional Office, Bureau of Apprenticeship and Training, 2055 Arcade Plaza Building, Seattle, Washington 98101.

IMPLEMENTING AGENCY

Bureau of Apprenticeship and Training, U. S. Department of Labor, Alaska State Office.

LINKING AGENCIES

Bureau of Indian Affairs; Alaska Department of Education, Division of Vocational Education; State Department of Labor.

AUTHORIZING LEGISLATION

National Apprenticeship Act of 1937, as amended.

FOR INFORMATION CONTACT

Alaska State Office
Bureau of Apprenticeship
and Training
U. S. Department of Labor
218 Loussac-Sogn Building
429 "D" Street
Anchorage, Alaska 99501
Phone: 277-1824

Anchorage Information Center
Outreach Office
238 East 5th Avenue
Anchorage, Alaska 99501
Phone: 277-1918

Fairbanks Outreach Office
315 Fifth Street
Fairbanks, Alaska 99701
Phone: 456-6030

FOR INFORMATION CONTACT (cont'd.)

Individuals interested in apprenticeable trades should write the Bureau of Apprenticeship and Training State Supervisor in Anchorage, or contact the business agent of the union under which the trade is registered.

PROGRAM

EMPLOYMENT ASSISTANCE - Bureau of Indian Affairs

NATURE AND PURPOSE OF PROGRAM

It is the policy of the Bureau of Indian Affairs to assist Indian people to attain a status of economic independence. The Division of Employment Assistance implements the Bureau's policy by assisting Indian people who voluntarily apply and qualify for assistance to move to urban industrial communities; to become a part of these communities; to secure steady, remunerative employment; and to attain self-sufficiency, thereby relieving the economic pressures on the reservation or rural area.

In carrying out the above policy, the Division of Employment Assistance assists those Indian people who voluntarily apply and qualify for services by offering, if needed, financial assistance to move from reservation or rural areas to urban industrial communities of their choice where there is offered a job market with steady, gainful employment, on-the-job training opportunities for both skilled and unskilled labor, adult vocational training, extensive educational opportunities for all age groups, an environment for improved living standards, and an opportunity to participate in a broader social and economic society, where they may become self-sustaining citizens.

Participation by the Indian people in the activities of the program of Employment Assistance is solely voluntary and Bureau staff does not exercise coercion or influence to induce Indians to leave reservations or rural areas.

The program of Employment Assistance encompasses two major activities.

A. Employment Assistance, Direct. This activity consists of services to Indian people who voluntarily apply and qualify for assistance to leave reservation or rural environments by moving to urban communities to obtain gainful employment and to become a part of the socio-economic life of the urban community.

B. Adult Vocational Training Services. This activity consists of services to Indian people who voluntarily apply and qualify for assistance to take full-time institutional, apprenticeship, or on-the-job training to acquire a vocational skill to enable them to obtain reasonable and satisfactory employment.

   (1) Institutional Training. This activity consists of services to Indian people who voluntarily apply and qualify for assistance to pursue a full-time course of vocational training at a private or public institution where courses have been established and have been approved by the Bureau of Indian Affairs.

NATURE AND PURPOSE OF PROGRAM (cont'd)

(2) Apprenticeship Training. This activity consists of services to Indian people who voluntarily apply and qualify for assistance to enter into an apprenticeable trade.

(3) On-the-Job Training. This activity consists of services to Indian people who voluntarily apply and qualify for assistance to obtain training in work skills on the job which will enable them to obtain reasonable and satisfactory employment.

ELIGIBILITY REQUIREMENTS

Any qualified Indian, 18 years of age or over, who resides on or near a reservation or in the State of Alaska, under jurisdiction of the Bureau of Indian Affairs and who voluntarily applies.

ADMINISTERING AGENCY

U. S. Department of the Interior, Bureau of Indian Affairs.

IMPLEMENTING AGENCY

Division of Employment Assistance, Bureau of Indian Affairs.

AUTHORIZING LEGISLATION

Employment Assistance Act of November 2, 1921 (25 USC Section 13); Public Law 959, 84th Congress, 2nd Session (70 Stat. 986; 25 USC Sec. 309).

SOURCE OF FUNDS

Federal -- U. S. Department of the Interior.

LINKING AGENCIES

Through mutual agreement all qualified Federal, State, local and private agencies involved in training and job placement and development.

FOR INFORMATION CONTACT

U. S. Department of the Interior
Bureau of Indian Affairs
Division of Employment Assistance
P. O. Box 3-8000
Juneau, Alaska 99801

PROGRAM

JOB CORPS

NATURE AND PURPOSE OF PROGRAM

Job Corps is a program of vocational training, remedial education and useful work experience for young men and women. It is aimed at those who need a change of environment and individual help to develop talents, self-confidence, and motivation to improve themselves and hold suitable employment.

Enrollees reside at three types of Job Corps centers: Conservation Centers for 100 to 250 men located on parks, forests, and other public lands where corpsmen work on projects to conserve natural resources and to improve recreation facilities and participate in remedial education programs to upgrade reading and math skills; Training Centers for 1000 to 3000 men typically located on former military bases where corpsmen receive remedial education and training and work experience in specific occupational skills; and Training Centers for 250 to 700 women located in or near metropolitan areas providing vocational training, basic guidance and counseling, remedial education, training in family management and citizenship experience. Guidance and recreation programs are components of each type of center.

Enrollees receive room and board, medical and dental care, work clothing, a nominal allowance for purchase of dress clothing, and a monthly living allowance of $30. A terminal amount of $50 for each month of satisfactory service in the Job Corps will be paid if the Corps member remains 180 days or longer.

ELIGIBILITY REQUIREMENTS

To be eligible, one must be a permanent resident of the United States; aged 16 through 21; from an impoverished environment unable to find suitable employment without vocational training; must have dropped out of school for a minimum of three months prior to application for this program; or, if a high school graduate, must have had low educational achievement. They must be medically qualified and not have records of serious or repeated criminal offenses and would benefit from a change in environment.

ADMINISTERING AGENCY

U. S. Department of Labor
Manpower Administration, JOB CORPS
Room 10205, 450 Golden Gate Avenue
P. O. Box 36084
San Francisco, California 94102

IMPLEMENTING AGENCY

Alaska Department of Labor, Employment Security Division.

AUTHORIZING LEGISLATION

Economic Opportunity Act of 1964, as amended.

SOURCE OF FUNDS

Federal, as provided by the Economic Development Act.

FOR INFORMATION CONTACT

Alaska Department of Labor, Employment Security Division
P. O. Box 3-7000
Juneau, Alaska 99801

PROGRAM	JOBS OPTIONAL (Job Opportunities in the Business Sector) Alaska Department of Labor - Manpower Training Division
NATURE AND PURPOSE OF PROGRAM	The JOBS Optional Program (formerly OJT) is a program whereby a private employer receives a partial reimbursement for the training costs incurred and supervisory time spent to train an unqualified person to step into a job. The primary purpose of the JOBS Optional program is to give job skills and knowledge to the unemployed, and workers whose jobs are endangered by changing technology, in occupations where no qualified workers are available. Depending on the occupation and the trainee, the employer may be reimbursed a maximum of 50 percent of trainee's wage for 44 weeks.
ELIGIBILITY REQUIREMENTS	Persons 16 years of age or older, out of school, who are unemployed or underemployed, and who cannot reasonably be expected to get appropriate full-time employment without training.
ADMINISTERING AGENCY	U. S. Department of Labor, Manpower Administration.
IMPLEMENTING AGENCY	Alaska Department of Labor, Manpower Training Division.
LINKING AGENCIES	Alaska State Manpower Centers; Bureau of Indian Affairs; Office of Vocational Rehabilitation; Vocational Education Division; and MDTA.
AUTHORIZING LEGISLATION	Manpower Development and Training Act of 1962 as amended.
FOR INFORMATION CONTACT	Alaska Department of Labor Manpower Training Division P. O. Box 1149 Juneau, Alaska 99801

PROGRAM	JOBS OPTIONAL (Job Opportunities in the Business Sector) Alaska Federation of Natives
NATURE AND PURPOSE OF PROGRAM	The JOBS Optional Program (formerly OJT) is a program whereby a private employer receives a partial reimbursement for the training costs incurred and supervisory time spent to train an unqualified person to step into a job. The primary purpose of the JOBS Optional program is to give job skills and knowledge to the unemployed, and workers whose jobs are endangered by changing technology, in occupations where no qualified workers are available. Depending on the occupation and the trainee, the employer may be reimbursed a maximum of 50 percent of trainee's wage for 44 weeks.
ELIGIBILITY REQUIREMENTS	Persons 16 years of age or older who are unemployed or under employed and who cannot reasonably be expected to get appropriate full-time employment without training.
ADMINISTERING AGENCIES	U. S. Department of Labor, Manpower Administration; Alaska Federation of Natives, Inc.
IMPLEMENTING AGENCIES	Alaska Federation of Natives; Alaska State Manpower Service; Various Community Action Programs; Bureau of Indian Affairs; Division of Vocational Rehabilitation; NYC; and other programs which have contracts with the Department of Labor.
LINKING AGENCIES	Various Community Action Programs; Alaska Skill Center; Bureau of Indian Affairs; Division of Vocational Rehabilitation; NYC; and other programs in which there is a JOBS contract with the Department of Labor.
AUTHORIZING LEGISLATION	Manpower Development and Training Act of 1962, as amended; Title II-A, Economic Opportunity Act; Social Security Act; Adult Vocational Training Act.
SOURCE OF FUNDS	U. S. Department of Labor
FOR INFORMATION CONTACT	Alaska Federation of Natives, Inc. 1675 "C" Street 133 South Kaloa Building Anchorage, Alaska 99501

PROGRAM	MDTA - Manpower Development and Training Act
NATURE AND PURPOSE OF PROGRAM	The Manpower Development and Training Act provides for a nationwide program of training and retraining for the unemployed and underemployed and authorizes a broad foundation program of manpower and automation research, provides for institutional and on-the-job training, provides payment of training allowances up to 104 weeks plus transportation and subsistence allowances. Training is for occupations for which there is reasonable expectation of employment. The 1966 amendments to the Act provided for special programs to (1) meet specific needs of older workers, (2) authorize experimental programs for part-time training in occupations with critical skill shortages, and (3) train inmates of correctional institutions. Disadvantaged workers are given preference for suitable training programs under MDTA. The Employment Security Division (local manpower centers) initiates institutional training programs, does testing, counseling, referral, selection, placement, and follow-up of trainees. State Division of Vocational Education conducts the training and provides living and training facilities, instructors, and books.
ELIGIBILITY REQUIREMENTS	Persons 16 years of age or older who are unemployed or under employed, and who cannot reasonably be expected to get appropriate full-time employment without such training.
ADMINISTERING AGENCIES	U. S. Department of Labor, Manpower Administration; U. S. Department of Health, Education, and Welfare, Office of Education.
IMPLEMENTING AGENCIES	Alaska Department of Labor, Employment Security Division, manpower centers; Alaska Department of Education, Vocational Education Division.
LINKING AGENCIES	Community Action Programs; Bureau of Indian Affairs; Alaska Department of Education, Division of Vocational Education and Office of Vocational Rehabilitation.
AUTHORIZING LEGISLATION	Manpower Development and Training Act of 1962, as amended.
SOURCE OF FUNDS	U. S. Department of Labor funds 100 percent for living allowances; Health, Education, and Welfare funds 90 percent for education costs; State funds 10 percent.
FOR INFORMATION CONTACT	Alaska Department of Labor Employment Security Division P. O. Box 3-7000 Juneau, Alaska 99801 Alaska Department of Education Vocational Education Division Pouch F Juneau, Alaska 99801 or any local manpower center.

PROGRAM

MODEL CITIES

NATURE AND PURPOSE OF PROGRAM

The Model Cities Program of the Department of Housing and Urban Development is designed to develop new and innovative solutions to urban problems by dealing with them in a comprehensive way. Grants are made according to city size and other factors, and may be used to provide eighty percent of the administrative and planning costs, one hundred percent of the cost of other projects where other funds are not available, including grants from other federal sources, in order to improve the delivery of services to entire sections of cities. Plans are developed to coordinate Federal, State, local, and private resources, in a total attack on community problems, including housing, employment, education, transportation, health, recreation, social services, and crime prevention, according to locally identified priority emphasis. The Concentrated Employment Programs do not apply to second round cities.

ELIGIBILITY REQUIREMENTS

Grants will be made to a "city demonstration agency" which may be a city, county, single or jointly acting municipality, or single or jointly acting local public agency designated by local government to administer the program. Applications must detail the city's problems and proposed active plans for their solution. Areas selected should contain such problems as serious deficiency in housing, environment, and education, and high concentration of poverty, unemployment, and ill health. An updated workable program for community improvement must be in effect. Since 1968, 150 cities have been included in the program, and no additional requests are being funded.

ADMINISTERING AGENCY

U. S. Department of Housing and Urban Development.

IMPLEMENTING AGENCY

Local City Demonstration Agency.

LINKING AGENCIES

Public agency heads, private agency heads, other organization representatives and Model Neighborhood representatives.

AUTHORIZING LEGISLATION

Demonstration Cities and Metropolitan Development Act of 1966, Title I.

FOR INFORMATION CONTACT

Juneau Model Cities Agency
210 Admiral Way
Juneau, Alaska 99801

Phone: 586-6464

PROGRAM	NAB - JOBS (National Alliance of Businessmen - Job Opportunities in the Business Sector)
NATURE AND PURPOSE OF PROGRAM	The JOBS program enables and encourages companies in the private sector to work in direct partnership with the Government, through an assistance contract from the Department of Labor, to hire, train, and provide other necessary services to the hard-core unemployed. Through this assistance contract, participating employers are provided with funds to offset the additional costs of counseling, job-related education, on-the-job training, transportation, and other supportive services generally required to rehabilitate disadvantaged, unemployed individuals and to develop them into full-time, permanent, productive employees.
ELIGIBILITY REQUIREMENTS	The criteria for individuals eligible to participate as employees in the JOBS program is: Poor persons who do not have suitable employment and who are either (1) school dropouts, (2) under 22 years of age, (3) 45 years of age or over, (4) handicapped, or (5) subject to special obstacles to employment.
ADMINISTERING AGENCY	U. S. Department of Labor.
IMPLEMENTING AGENCY	Alaska Department of Labor.
LINKING AGENCIES	National Alliance of Businessmen; Alaska Department of Labor, Employment Security Division.
AUTHORIZING LEGISLATION	The JOBS program is authorized under Title I, Part B, Section 123 (a)(8) of the Economic Opportunity Act (AOEO) of 1964, as amended, and the Manpower Development and Training Act (MDTA) of 1962, as amended. Authority for the MDTA program resides with the Secretary of Labor. The Office of Economic Opportunity (OEO) has delegated authority to the Department of Labor to administer that portion of the JOBS program which is authorized under the EOA. 42 U.S.C. 2571-2620, Public Law 90-636.
SOURCE OF FUNDS	U. S. Department of Labor.
FOR INFORMATION CONTACT	Alaska Department of Labor NAB - JOBS 710 MacKay Building 338 Denali Street Anchorage, Alaska 99501 Phone: 272-1831

PROGRAM

NEIGHBORHOOD YOUTH CORPS

NATURE AND PURPOSE OF PROGRAM

The purpose of the Neighborhood Youth Corps program is to make it possible for young people to remain in school, to return to school, to gain useful work experience, to earn an income, and to receive the special training and career-related services that will help them develop their maximum occupational potential.

There are three types of NYC projects: in-school, out-of-school, and summer. The in-school program provides part-time work and on-the-job training for students of high school age from low-income families. The summer program provides these students with job opportunities during the summer months. The out-of-school program provides economically deprived school dropouts with practical work experience and on-the-job training to encourage them to return to school and resume their education, or if this is not feasible, to help them acquire work habits and attitudes that will improve their employability.

Federal funds and technical assistance are given to projects that are initiated, developed, and sponsored by state or local government agencies, or non-profit community groups. Work assignments in the public sector provide experience in many fields, including education, conservation, health, food service, community and public service, and recreation. Priority is given to projects that offer all enrollees the best opportunity to develop their maximum occupational potential. Enrollees may not be employed on projects involving construction, operation, or maintenance of any facility used or intended for use in sectarian or religious worship. Also, enrollees may not displace any employed workers nor impair existing contracts for service.

ELIGIBILITY REQUIREMENTS

Eligible for in-school projects are young men and women who attend school as well as those who have dropped out of school but intend to return. All in-school enrollees must come from families with annual incomes below the poverty-line and must be in need of earnings to permit them to resume or maintain attendance in school. In-school projects may include students in grades 9 through 12, those who attend elementary school and are at least 14 years of age, and recent dropouts who are at least 16 years of age. Special provisions must be included in proposals that provide for enrollment of any persons below 16 years of age.

Persons who fulfill the requirements of in-school projects are eligible for summer projects.

Priority in out-of-school projects will be given to young men and women from families with annual incomes below the poverty-line. These enrollees must have no immediate plans to return to school, and must be unemployed, be 16 through 21 years of age (individuals already enrolled who reach 22 years of age can be permitted to remain in the project until

ELIGIBILITY REQUIREMENTS (cont'd)

they reach the age of 23 if currently enrolled in school). They must also need work experience and, in some cases, job-related supportive services.

An enrollee may stay in an in-school project until graduation from high school. The period of enrollment in out-of-school projects is limited to 2 years.

A Statewide program for youth living in rural areas of Alaska is sponsored by the Alaska Rural Development Agency. Local programs are sponsored by borough governments in the more heavily populated areas such as Fairbanks, Juneau, and Anchorage.

ADMINISTERING AGENCIES

U. S. Department of Labor, Manpower Administration; Alaska Department of Labor, Manpower Training Division, prime sponsor of Title I-B programs.

IMPLEMENTING AGENCY

Rural Development Agency
Pouch B
Juneau, Alaska 99801

LINKING AGENCIES

State Employment Service manpower centers; Division of Vocational Rehabilitation; various State Departments.

AUTHORIZING LEGISLATION

Economic Opportunity Act of 1964 as amended.

SOURCE OF FUNDS

U. S. Department of Labor, Manpower Administration, Region X

FOR INFORMATION CONTACT

Alaska Rural Development Agency, Neighborhood Youth Corps, 212 Goldstein Building, Juneau 99801; local manpower centers of the Alaska State Employment Service; or local Community Action Programs.

PROGRAM	NEW CAREERS
NATURE AND PURPOSE OF PROGRAM	The New Careers program provides entry level positions in the human services fields for disadvantaged adults in public or nonprofit agencies which with on-the-job training and education permit the enrollees to advance toward a professional position. The New Careers concept is based on the premise that many tasks now performed by public service professionals do not require professional skills and can be performed by subprofessionals. This in turn would free professionals for the skilled and technical tasks of their professions. Federal funds provide 100 percent of the salaries and fringe benefits of the enrollees for the first 12 months if the participating agency commits itself to providing the funding after this time. Federal funds are also available for orientation, remedial, and university education of the enrollees for 24 months.
ELIGIBILITY REQUIREMENTS	Eligible for the New Careers program are adults age 22 years and older, who are unemployed or have an annual family income below the poverty level. Ten percent a year can be between 18 and 22.
ADMINISTERING AGENCY	U. S. Department of Labor, through the Manpower Administration.
IMPLEMENTING AGENCY	Alaska Department of Labor, Manpower Training Division.
LINKING AGENCIES	Alaska Department of Education; Alaska Department of Labor, Division of Employment Security; Alaska Department of Health and Welfare; Alaska Department of Administration; Alaska Federation of Natives; RurALCAP; University of Alaska and community colleges; Alaska Methodist University; Dillingham School District; Greater Anchorage Area Borough.
AUTHORIZING LEGISLATION	Economic Opportunity Act amendments of 1967, Title I, Part B, Section 123 (a)(4).
SOURCE OF FUNDS	Federal, as provided by the Economic Opportunity Act, 90 percent. Employer in cash or kind.
FOR INFORMATION CONTACT	Alaska Department of Labor Manpower Training Division P. O. Box 1149 Juneau, Alaska 99801 Alaska Department of Labor Manpower Training Division 236 W. 10th Avenue, #4 Anchorage, Alaska 99501

PROGRAM	NEW CAREERS in EMPLOYMENT SECURITY
NATURE AND PURPOSE OF PROGRAM	The New Careers in Employment Security program provides entry level positions for disadvantaged persons with on-the-job training to be conducted in the Manpower Centers and in Central Offices and educational training conducted at the community colleges, University of Alaska, and Alaska Methodist University to assist the employee in advancing towards a professional position. Also included is a provision to upgrade a number of present employees with training and education to assist them in advancing toward a professional position. The New Careers concept is based on the premise that many tasks now performed by public service professionals do not require professional skills and can be performed by subprofessionals. This in turn would free professionals for the skilled and technical tasks of their professions. Federal funds provide 100 percent of the salaries and fringe benefits of the enrollees for the first 12 months and 50 percent of salaries and fringe benefits of the enrollees after this time. The remaining 50 percent would be picked up by the participating agency.
ELIGIBILITY REQUIREMENTS	Eligible for the New Careers program are adults age 22 years and older, who are unemployed or have an annual family income below the poverty level. Ten percent a year can be between 18 and 22.
ADMINISTERING AGENCY	U. S. Department of Labor, through the Manpower Administration.
IMPLEMENTING AGENCY	Alaska Department of Labor, Employment Security Division.
LINKING AGENCIES	Alaska Department of Labor, Division of Employment Security; Alaska Department of Health and Welfare; Alaska Department of Administration, Division of Personnel; Alaska Federation of Natives; RurALCAP; University of Alaska and Community Colleges; Alaska Methodist University.
AUTHORIZING LEGISLATION	Economic Opportunity Act amendments of 1967, Title I, Part B, Section 123 (a)(4).
SOURCE OF FUNDS	Federal, as provided by the Economic Opportunity Act, 90 percent. Employer in cash or kind.
FOR INFORMATION CONTACT	Alaska Department of Labor Employment Security Division P. O. Box 3-7000 Juneau, Alaska 99801 Project Coordinator NCES Program, 710 MacKay Bldg. 338 Denali Street Anchorage, Alaska 99501

PROGRAM

OPERATION MAINSTREAM (Nelson Amendment)

NATURE AND PURPOSE OF PROGRAM

Through work training and employment projects, augmented by necessary supportive services, the program is designed to provide permanent jobs, at decent wages, for adults (priority is given to the enrollment of older people) with a history of chronic unemployment.

The projects concentrate on work experience and training activities that will improve communities and low income areas where the projects take place. Work assignments are usually in conjunction with a project undertaken by the community government rather than to normal ongoing activities of government agencies. Typical projects undertaken in Alaska with Operation Mainstream funds include construction of community centers or other public buildings, new construction of wells, docks, walkways, or other facilities which are needed to improve the community.

Enrollees may not be employed on projects involving construction, operation, or maintenance of any facility used or intended for use in sectarian or religious worship. Also, enrollees must not displace any employed workers nor impair existing contracts for service. Participants are usually paid $2.50 an hour, and generally work 40 hours a week.

ELIGIBILITY REQUIREMENTS

To be eligible for Operation Mainstream, applicants must be at least 22 years of age and come from a family with an annual income below the poverty level. Priority is given to those who have been chronically unemployed.

ADMINISTERING AGENCY

U. S. Department of Labor, through the Manpower Administration, and Alaska Department of Labor, Manpower Training Division, prime sponsor of Title I-B programs.

IMPLEMENTING AGENCY

For 1971, this program will be implemented by the Rural Development Agency.

LINKING AGENCIES

Local manpower centers of the Alaska State Employment Service; Bureau of Indian Affairs; Alaska Department of Education, Office of Vocational Rehabilitation; various other departments in State and Federal government, local governments and village councils.

AUTHORIZING LEGISLATION

Economic Opportunity Act Amendments of 1967, Title I, Part B Section 123 (a)(3).

SOURCE OF FUNDS

Federal, as authorized by the Economic Opportunity Act up to 90 percent; 10 percent State or local matching in cash or kind.

FOR INFORMATION CONTACT

Rural Development Agency
Office of the Governor
Pouch A, State Capitol Building
Juneau, Alaska 99801

PROGRAM	PROJECT HIRE
NATURE AND PURPOSE OF PROGRAM	Project HIRE is designed to help alleviate civilian turnover in the Department of Defense by hiring and training disadvantaged Alaskan natives to fill entry level positions. The Defense Department, with the cooperation of the Bureau of Indian Affairs and the U. S. Civil Service Commission, recruits and provides housing for trainees and their families. The trainees are then moved into selected positions, and given on-the-job training which leads to permanent employment and career progression. The Alaska State Employment Service cooperates in recruitment. Remedial and classroom skill instruction for those trainees who need it are provided by the Alaska Department of Labor Manpower Training Division under contract with the Manpower Administration. Another element of this contract is provided to prepare supervisors for on-the-job training of Alaskan natives; the supervisors receive instruction and orientation in understanding the socio-economic aspects of the native and his culture. Assistance in counseling, orientation, developing training plans, and follow-up are services also provided by the Alaska Department of Labor upon request from the various Civilian Personnel Offices. Defense employment is largely concentrated in Anchorage and Fairbanks, with lesser employment at Fort Greely, Kodiak, and other bases located throughout the State. Project HIRE is designed to provide employment for approximately 200 Alaskan natives each year.
ELIGIBILITY REQUIREMENTS	Disadvantaged Alaskans who are one quarter or more Eskimo, Aleutian, or Indian.
ADMINISTERING AGENCIES	Department of Defense, with the cooperation of the Department of Interior; U. S. Civil Service Commission; Bureau of Indian Affairs; U. S. Department of Labor, Manpower Administration.
IMPLEMENTING AGENCY	U. S. Department of Defense.
LINKING AGENCIES	Department of Defense; State Manpower Training Division; U. S. Civil Service Commission; Bureau of Indian Affairs; local manpower centers of the Alaska State Employment Service; Alaska Federation of Natives; and other agencies as needed.
SOURCE OF FUNDS	Federal, 100 percent.

FOR INFORMATION CONTACT

Alaska Department of Labor
Manpower Training Division
P. O. Box 1149
Juneau, Alaska 99801

PROGRAM	PUBLIC SERVICE CAREERS
NATURE AND PURPOSE OF PROGRAM	The goals of the PSC program are to secure, within merit principles, permanent employment for disadvantaged persons in public service agencies and to stimulate upgrading of current employees, thereby meeting public sector manpower needs at all levels. Two basic approaches are used to achieve these goals. The first approach is to overcome or eliminate institutional barriers such as outdated personnel systems, lack of agency funds for job restructuring and career development, discriminatory hiring practices, and unnecessary entrance requirements. The second approach is to overcome or remove personal barriers such as inadequate education, lack of skilled training, poor work attitudes, and to provide child care facilities and transportation when required.
ELIGIBILITY REQUIREMENTS	Entry jobs are restricted to disadvantaged persons and upgrading is generally restricted to low income persons.
ADMINISTERING AGENCY	U. S. Department of Labor, Manpower Administration.
IMPLEMENTING AGENCY	City of Anchorage.
LINKING AGENCIES	Greater Anchorage Area Community Action Program.
AUTHORIZING LEGISLATION	Economic Opportunity Act of 1964, as amended.
FOR INFORMATION CONTACT	Director Human Services Commission City of Anchorage Anchorage, Alaska 99501

PROGRAM	RURAL ALASKA COMMUNITY ACTION PROGRAM, INC.
NATURE AND PURPOSE OF PROGRAM	Community Action Programs mobilize community resources to help residents combat the problems of poverty such as poor health, inadequate education, unemployment, and dilapidated housing. These programs develop the participation of the poor in planning, policy-making, and operation of the programs, heavy equipment operation and maintenance, employment, health, housing, consumer information, legal services, regional centers, technical assistance and other anti-poverty programs. Federal grants up to 80 percent of the cost of a program are available (more is available in special cases) for: (1) program development, (2) project administration, (3) research and pilot programs, (4) training, and (5) technical assistance.
ELIGIBILITY REQUIREMENTS	Private non-profit and public agencies are eligible. Grants are made to agencies representing an entire community and to single-purpose agencies with adequate authority to enter into contracts, receive grants, and carry out the program directly or by contract with other agencies. A community may be any urban or rural geographic area, including a state, metropolitan area, county, city, town, multi-city unit, or any neighborhood or sufficiently homogeneous area, without regard to political boundaries or subdivisions.
ADMINISTERING AGENCIES	U. S. Office of Economic Opportunity, Washington, D. C. 20506; and Office of Economic Opportunity, Region X, 1321 Second Avenue, Seattle, Washington 98101.
IMPLEMENTING AGENCY	Rural Alaska Community Action Program, Inc.
LINKING AGENCIES	Alaska Legal Services Corporation; Alaska Village Electric Co-Op; Community Enterprise Development Corporation; Greater Anchorage Area Community Action Agency; and Alaska Federation of Natives.
AUTHORIZING LEGISLATION	Economic Opportunity Act of 1964, as amended.
SOURCE OF FUNDS	Various Federal grants.
FOR INFORMATION CONTACT	Executive Director, Rural Alaska Community Action Program, P. O. Drawer 412 ECB, Anchorage, Alaska 99501; or contact the following: (see list on next page)

FOR INFORMATION CONTACT (cont'd)

AVCP CAP
P. O. Box 236
Bethel, Alaska 99559

Bristol Bay Area Development Corporation
P. O. Box 48
Dillingham, Alaska 99576

Copper Valley - Tanana Regional Development Corporation
P. O. Box 877
Copper Center, Alaska 99573

Inupiak Development Corporation
P. O. Box 505
Nome, Alaska 99762

Kikiktugruk Area Community Development Corporation
P. O. Box 131
Kotzebue, Alaska 99752

Kodiak Area Development Corporation
P. O. Box 2708
Kodiak, Alaska 99615

Koyukon Development Corporation
P. O. Box 26
Galena, Alaska 99741

Southeastern Alaska Community Action Program
P. O. Box 449
Juneau, Alaska 99801

Upper Yukon Development Corporation, Inc.
P. O. Box 99
Fort Yukon, Alaska 99740

PROGRAM	VOCATIONAL AND ADULT EDUCATION
NATURE AND PURPOSE OF PROGRAM	The underlying purpose of Vocational and Adult Education is to provide educational programs which prepare all individuals for gainful employment, to upgrade and increase technical knowledge and skills of those already employed, and to provide technical and related information and instructional programs to individuals serving apprenticeship in various occupations. Such programs are designed to be an integral part of the educational opportunities provided to the citizens of Alaska who desire such programs. In all vocational and adult programs, the purpose is to educate as well as to train. These purposes are achieved through programs developed at the elementary, secondary, post-secondary, and adult levels, for both full-time and part-time students. Communities having an elementary school, secondary school, and community college have definite training linkages grades five through adult. Those communities having only elementary and secondary schools have the opportunity of a coordinated program grade five through twelve with special programs in adult education as needed. Residents in communities having only elementary schools depend upon regionally-based opportunities and short-term special programs coordinated through the local school, the University of Alaska, and/or the Division of Vocational and Adult Education.
ELIGIBILITY REQUIREMENTS	A few courses have special criteria; the majority of the programs are open to those persons desiring vocational education.
ADMINISTERING AGENCY	Division of Vocational and Adult Education, Alaska Department of Education.
IMPLEMENTING AGENCIES	Separate school districts, community college systems, Alaska Skill Center, University of Alaska, and a wide variety of proprietary institutions.
LINKING AGENCIES	Any agency that requires Vocational Education services.
AUTHORIZING LEGISLATION	The 1968 amendments to the Vocational Education Act.
SOURCE OF FUNDS	Federal, through the U. S. Department of Health, Education and Welfare. Matched by State and/or local funds.
FOR INFORMATION CONTACT	Alaska Department of Education Division of Vocational and Adult Education Pouch F, Alaska Office Building Juneau, Alaska 99801

PROGRAM	VOCATIONAL REHABILITATION
NATURE AND PURPOSE OF PROGRAM	The purpose of the Vocational Rehabilitation program is to provide basic services to make a person employable and self-supporting if, due to a physical or mental disability, he is unable to earn a living. The basic services include: (1) comprehensive evaluation, including medical study and diagnosis; (2) medical, surgical, and hospital care and related therapy to remove or reduce disability; (3) prosthetic devices; (4) counseling and guidance in achieving vocational readjustment; (5) training; (6) service in comprehensive or specialized rehabilitation facilities; (7) maintenance and transportation as appropriate during rehabilitation; (8) tools, equipment, and licenses for work on a job or in establishing a small business; and (9) placement on a job and follow-up.
ELIGIBILITY REQUIREMENTS	Any person of working age who has a substantial handicap - mental or physical - and who can benefit from services which will return him to regular, gainful employment.
ADMINISTERING AGENCY	Alaska Department of Education.
IMPLEMENTING AGENCY	Alaska Office of Vocational Rehabilitation.
LINKING AGENCIES	All agencies concerned with manpower training, supportive, or rehabilitative services will refer to this program.
AUTHORIZING LEGISLATION	The Vocational Rehabilitation Act of 1920 and subsequent amendments.
SOURCE OF FUNDS	Federal, with matching State ratio.
FOR INFORMATION CONTACT	Alaska Department of Education Office of Vocational Rehabilitation Pouch F, Alaska Office Building Juneau, Alaska 99801

PROGRAM

WIN - Work Incentive Program

NATURE AND PURPOSE OF PROGRAM

The Work Incentive (WIN) Program is a complete delivery system for manpower services. AFDC clients are referred to the program. Training, supportive services and work experience are made available which enable the clients to enter and compete in the labor market.

In Alaska, WIN is a joint effort between the Departments of Labor and Health and Welfare. The Division of Welfare refers AFDC clients and provides family counseling as well as day care services for dependents of participants in the program. The Employment Security Division is the contracting agency and has statewide responsibility for overall administration.

The program offers basic education, job placement, skill training, work experience, or special work project opportunities to these persons. Individuals referred by Welfare will be interviewed, tested, counseled, and given orientation and work evaluations. Those ready and able to work will then be placed in available jobs. The remainder will be moved into one of the many training situations (Basic Education, High School Equivalency Diploma Program, Neighborhood Youth Corps, On-the-Job Training, MDTA work experience). An enrollee may be placed in a permanent job at any time that he is judged ready for employment.

WIN utilized three rather broad approaches or guidelines in implementing its program, depending on the needs of the client. The first approach is to move enrollees into regular employment or on-the-job training. As an incentive, the enrollee will receive wages from the employer and, depending on the amount of wages, possibly an adjusted cash welfare payment. In any case his total remuneration will exceed his former welfare payment. The second approach is to move enrollees into institutional or work experience training. During this training period, enrollees will continue to receive their welfare grant plus up to $30 a month incentive payment from WIN. Under the third approach, agreements will be entered into with public agencies or private nonprofit organizations for special work projects to employ those for whom jobs in the regular economy cannot be found. These enrollees are guaranteed that their income will equal at least the amount of their regular welfare payment plus 20 percent of the wages paid to them.

ELIGIBILITY REQUIREMENTS

Persons receiving assistance under the AFDC program or dependent children 16 and up and not in school.

ADMINISTERING AGENCY

U. S. Department of Labor, Manpower Administration.

IMPLEMENTING AGENCY

Alaska Department of Labor, Employment Security Division, through the Manpower Administration; Alaska Department of Health and Welfare, Division of Public Welfare.

LINKING AGENCIES	Alaska Department of Education, Divisions of Vocational Education and Vocational Rehabilitation; Alaska Department of Labor, Employment Security Division, MDTA; Alaska Department of Health and Welfare, Division of Mental Health; U. S. Department of Health, Education, and Welfare, Division of Public Health; U. S. Department of the Interior, Bureau of Indian Affairs.
AUTHORIZING LEGISLATION	Social Security Act, Title IV, Part C, 1967.
SOURCE OF FUNDS	Federal funds, 80 percent. State funds, 20 percent from the Department of Health and Welfare.
FOR INFORMATION CONTACT	Alaska Department of Labor Employment Security Division P. O. Box 3-7000 Juneau, Alaska 99801 or any local manpower center of the Alaska State Employment Service.

DEFINITION OF THE TERM "DISADVANTAGED INDIVIDUAL"

The term "disadvantaged individual" as used in connection with all programs under the Manpower Administration's jurisdiction is defined as follows:

A DISADVANTAGED INDIVIDUAL, FOR MANPOWER PROGRAM PURPOSES, IS A POOR PERSON WHO DOES NOT HAVE SUITABLE EMPLOYMENT AND WHO IS EITHER (1) A SCHOOL DROP-OUT, (2) A MEMBER OF A MINORITY, (3) UNDER 22 YEARS OF AGE, (4) 45 YEARS OF AGE OR OVER, OR (5) HANDICAPPED.

The test to determine if an individual is disadvantaged is:

----member of poor family, and

----unemployed, underemployed, or hindered from seeking work, and

----has one or more of the following characteristics:

--school dropout
--minority member
--under 22 years of age
--45 years of age or over
--handicapped

The five basic combinations of the definition are:

--poor school dropout without suitable employment
--poor minority group member without suitable employment
--poor youth without suitable employment
--poor older worker without suitable employment
--poor handicapped worker without suitable employment

Clearly, any one individual might meet several of the tests at once, e.g., the poor, unemployed, Negro, handicapped teenage dropout.

MEANING OF TERMS IN THE DEFINITION

(1) *Member of Poor Family.* A person will be deemed "poor" for purposes of the definition of disadvantaged if he (she) is a member of a family (1) which receives cash welfare payments, or (2) whose annual net income in relation to family size and location does not exceed the criteria on the following page:

Poverty Guidelines
State of Alaska

Family Size	Farm Income	Non-Farm Income
1	$2,000	$2,400
2	2,625	3,150
3	3,275	3,900
4	3,975	4,750
5	4,600	5,500
6	5,225	6,250
7	5,850	7,000

For families with more than 7 members, add $750 for each additional member in a non-farm family, and $625 for each additional member of a farm family.

A family consists of one or more persons living in a single household who are related to each other by blood, marriage, or adoption. All persons living in one household who are related to each other are regarded as one family. An individual living alone or in group quarters is considered a family.

Family income is net cash income from all sources by all family members, excluding capital gains and losses, as well as one-time unearned income receipts such as insurance payments and gifts. Non-cash income, such as wages received in the form of food or housing, or the value to owner-occupied property, is excluded by this definition.

Farm or non-farm family income will be determined by location of residence as determined by the 1960 census definition. Farm is the location category of persons living in rural territory (outside the corporate limits of a city of 2,500 or more, or outside of an urbanized area contiguous to such a city) on places of 10 or more acres from which sales of farm products amounted to $50 or more, or on places of less than 10 acres from which sales of farm products amounted to $250 or more.

(2) *Persons Who Do Not Have Suitable Employment.* People who do not have suitable employment are (a) the unemployed, (b) the underemployed, and (c) persons hindered from seeking work.

(a) *Unemployed.* Unemployed persons are those civilians (no age limit) who have no employment and are available for work, and

--had engaged in any specific job-seeking activity within the past four weeks. Principal job-seeking activities include: (1) registering at a public or private employment office; (2) meeting with prospective employers; (3) checking with friends or relatives; (4) placing or answering advertisements; (5) writing letters of application; or (6) being on a union or professional register; or

--were waiting to be called back to a job from which they had been laid off**; or

--were waiting to report to a new wage or salary job scheduled to start within the following 30 days**.

** (Such persons would normally not be considered "without suitable employment", depending upon the job and the conditions of return.)

Persons registering through a component of any manpower program will be deemed to be engaged in job-seeking activity, even though the application may be for training, etc., rather than an immediate job.

(b) *Underemployed*. Underemployed persons are those working below their skill capacity, or those who are or have received notice that they will be working less than full time in their industries or occupations, or those who have received notice they will be unemployed because their skills are becoming obsolete.

(c) *Persons Hindered From Seeking Work*. This category recognizes that there are some people who are not seeking work but who would enter the labor force if given appropriate assistance in overcoming barriers to employment. Whether or not persons should be considered potential labor force participants depends in part on their attitudes toward labor force participation and in part on whether or not overcoming the hindrances from which they suffer is a part of current manpower policy. Examples of persons who would fall into this category are individuals who would be working or looking for a job if they thought jobs, transportation, or child care facilities were available. Also included in this category would be persons, not otherwise handicapped, who do not seek employment because of their attitudes or motivational problems. Not included in this category would be persons who do not require employment assistance because they are over the retirement age, are too severely handicapped, or are fully-occupied homemakers.

(3) *Characteristics of Individuals*. An individual must be either (a) a school dropout, (b) a member of a minority, (c) under 22 years of age, (d) 45 years of age or over, or (e) handicapped, to be classified as disadvantaged.

(a) *School Dropout*. A school dropout is a person who was not graduated from a high school. In nearly all high schools, graduates have completed 12 years of school. However, before World War II, a few Southern schools graduated students after 11 years. For statistical purposes, then, a dropout is one who has completed less than 12 grades of education, except in those schools mentioned above.

(b) *Member of Minority*. Members of the minority are: Negroes, American Indians, Japanese, Chinese, Filipinos, Koreans, Polynesians, Indonesians, Hawaiians, Aleuts, Eskimos, Mexican-Americans, Puerto Ricans, and other people with Spanish surnames.

(c) *Under 22 Years of Age*. Individuals under 22 years of age are called "youth". People are classified as "youth" until they reach their 22nd birthday.

(d) *45 Years of Age or Over*. Individuals 45 years of age or over are called "older workers". People are classified as "older workers" starting from the date of their 45th birthday.

(e) *Handicapped*. Handicapped worker is one who has a physical, mental, or emotional impairment or chronic condition which could limit work activities.